



IS YOUR TEMPORARY WORKER HOUSING CAMP READY FOR AN INSPECTION?

This guideline may be used to help you prepare your camp for an inspection. Please keep in mind that this is an only a guideline and does not cover every aspect of code requirements. Use the guideline as a check list to prepare your camp for an inspection by the Migrant Farmworker Housing (MFH) Program. For a complete review of the required codes, please see WAC 246-358, WAC 246-359 and WAC 246-361.

If you have any questions, please call the Dept of Health's Migrant Farmworker Housing Program at 1-800-771-1204.

The camp inspection process consists of 15 parts. They are as follows:

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Building Condition

- Insure that each living unit has an identifying number posted on an outside wall near, or on, the entry door.
- When checking the basic building structure, ensure that all floors, ceilings, walls, counters, sinks, doors and windows are in good repair.
- Replace all missing windows and door screens. Make sure the entry into the living unit has a screen door. Windows must be open able to provide ventilation.
- If the camp will be occupied during cold weather, make sure the habitable rooms have adequate heat to keep the occupants warm. Heating and insulation is required from Oct 1 through May 1. A minimum of R-11 insulation must be installed in the walls and ceilings.
- All heat equipment must be up to current code and be maintained in safe condition. Post operating instructions near the heating units.
- All living units must be in good repair and maintained in a clean and sanitary condition.
- Each sleeping room and central point in each corridor must be provided with a working smoke detector.

Electricity And Lighting

- Adequate electricity must be supplied to all dwelling units, kitchens, showers, bathrooms, laundries and common gathering facilities.
- Electrical wiring fixtures and equipment must meet current code requirements and be maintained in safe condition.
- Each habitable room, laundry, shower/bathroom must have at least one operating ceiling type light fixture of adequate light output to carry on normal daily activities and one wall type outlet.

Laundry Facilities

- Provide one laundry tray, tub or mechanical washing machine for every thirty (30) camp occupants.
- Provide facilities for drying clothes.
- The laundry room floor must be sloped and covered with a non-slip impervious material. The floors must have working floor drains.
- The laundry room must be maintained in a clean and sanitary condition.

Hand Washing

- Hand wash sinks must be located adjacent to toilets.
- Provide one hand wash sink for each family dwelling unit
- Provide one hand wash sink for every 6 camp occupants utilizing centralized facilities.
- Provide one “service sink” in each building used for centralized laundry, hand washing and/or bathing.
- Ensure that the sinks and wash areas are in good repair and maintained in a clean and sanitary condition.

Bathing

- Provide one shower head for every 10 camp occupants utilizing centralized facilities.
- Ensure that shower room walls are smooth and non-absorbent to a height of 4 feet.
- All shower room floors must be provided with drains to remove wastewater.
- The bathing room floor must be sloped and covered with a non-slip impervious material. The floors must have working floor drains.
- Provide each bathing room with non-absorbent waste containers.
- Ensure that all bathing room areas are in good repair and maintained in a clean and sanitary condition.

Toilets and Urinals

- Provide approved type water flush, chemical toilets or pit privies.
- Toilets may not be located in any sleeping, dining, or food handling areas.
- Ensure that all toilet and urinal areas are in good repair and daily maintained in a clean and sanitary condition.
- Chemical toilets must be located at least 50 ft. from any dwelling or food handling areas.
- Chemical toilets must be maintained by a licensed waste disposal company.
- When urinals are provided, there must be one urinal or 2 ft of trough for each 25 men.
- All on-site sewage disposal systems must be installed and operated in compliance with the local health dept. /dist. regulations.

- Pit privies must be tightly constructed to prevent pest entry. They must be located at least 100 ft from all sleeping, dining and food handling rooms.
- When *CENTRALIZED* toilet facilities are provided, they must be located within 200 ft of all sleeping rooms, and they must be equipped with at least:
 - one toilet for every 15 camp occupants of each sex;
 - One hand sink for every 6 camp occupants;
 - An adequate supply of toilet paper; and
 - Signs that identify “men” and “women” toilets in English and the native language of the camp occupants. The signs may be substituted with easily understood pictures or symbols.
- When *INDIVIDUAL DWELLING* toilet facilities are provided, they must be equipped with at least:
 - One toilet for each individual dwelling unit or 15 camp occupants;
 - At least one hand washing sink for each 6 camp occupants, and the sink must be located immediately adjacent to the toilet; and
 - Ensure that each toilet room and its equipment are in good repair and that the toilet room equipment is cleaned prior to occupancy. Require the occupants to daily maintain the toilet room facilities in a clean and sanitary condition.

Cooking and Food Handling Facilities

- All cooking and food handling facilities must provide:
 - Sinks with hot and cold running water;
 - At least 2 cubic feet of dry food storage space per camp occupant;
 - Food preparation counters situated off the floor and constructed of non absorbent, easily cleanable material. (NOTE: Unfinished bare wood does not meet this requirement);
 - At least 2 cubic feet of mechanical refrigeration space per camp occupant. Refrigeration must be conveniently located and able to maintain an internal temperature of 45 degrees Fahrenheit or below;

- All wall coverings adjacent to cooking areas must be fire resistant, nonabsorbent, non-asbestos and easily cleanable (NOTE: Unfinished bare wood does not meet this requirement.);
- All flooring must be nonabsorbent and easily cleanable (NOTE: Unfinished bare wood does not meet this requirement.); and
- Adequate ventilation for cooking facilities.
- When *CENTRALIZED* food handling facilities are used, the camp operator must provide:
 - A room or building that is separated from all sleeping areas and with no direct opening into living or sleeping areas; and
 - A cook stove or hot plate with at least one cooking surface for every 4 camp occupants OR 4 cooking surfaces for every 2 families.
- When *INDIVIDUAL* cooking facilities are located in dwelling units, the camp operator must provide:
 - A cook stove or hot plate with at least one cooking surface for every 2 camp occupants.

Bedding and Personal Storage

- Beds, cots or bunks must be in good repair and furnished with a clean mattress.
- Single beds must be separated by at least 36 inches in all directions.
- Bunk beds must be separated by at least 48 inches in all directions.
- Bunk beds must have at least 27 inches between the upper and lower bunk.
- Triple deck bunk beds are not allowed.
- For each room used for sleeping, provide storage facilities for clothing and personal articles.

First Aid and Safety

- Safely store or remove unused refrigerator units so as to prevent access by children.
- Follow all pesticide label instructions and restrictions when using pesticides in or around housing facilities.
- Prohibit the handling, use and storage of flammable, volatile or toxic substances in the housing area.
- Provide readily accessible and appropriate first aid equipment.

Refuse Disposal

- Provide cleanable, fly and rodent proof refuse containers. The containers must be impervious to water.
- Locate all refuse containers on wooden, metal or concrete stands.
- Refuse container must be within 100 ft. of each dwelling.
- Refuse containers must be emptied at least twice each week and, at other times, when the containers are full.
- Keep the housing facility area clean by putting refuse into containers.

Pest Control

- Employ effective actions and measures to prevent and/or control pests, such as insects, spiders and rodents.

Disease Prevention Control

- The camp operator must immediately report the following diseases to the Local Health Office:
 - Communicable disease;
 - Suspected food poisoning; and
 - Any unusual prevalence of fever, diarrhea, sore throat, vomiting, jaundice, productive cough, or weight loss that is prominent symptom among the camp occupants.

Water Supply

- The camp facility must receive its water supply from a currently approved Group A or B public water supply system.
- The minimum acceptable flowing water pressure is 15 psi.
- When water is not supplied to each dwelling unit, provide one or more water hydrants within 100 ft. of each dwelling unit. Drains should be provided to prevent the buildup of mud.
- When water is not supplied to each dwelling unit, approved type drinking fountains are required for each 100 camp occupants. Common drinking cups, dipper, and/or containers are not allowed. Drains should be provided to prevent the buildup of mud.

- All water tests must be up to date. Camp management must have test results handy for review by the Dept. of Health.
- When a water source is not safe to drink, signs must be posted stating the following:
 - DO NOT DRINK, DO NOT USE FOR WASHING, DO NOT USE FOR PREPARING FOOD
- The sign must be in English and the native language of the camp occupants, or the signs may be substituted with easily understood pictures or symbols.